



## DEPARTMENT OF HEALTH AND HUMAN SERVICES

### Agency Information Collection Activities; Proposed Collection; Public Comment Request

AGENCY: Electronic Government Office, Department of Health and Human Services

ACTION: Notice

**SUMMARY:** In compliance with section 3506(c)(2)(A) of the Paperwork Reduction Act of 1995, Grants.gov (EGOV), Department of Health and Human Services, announces plans to submit an Information Collection Request (ICR), described below, to the Office of Management and Budget (OMB). The ICR is for issuance of a new expiration date of a previously-approved information collection assigned OMB control number 4040-0014 – SF-425 Federal Financial Report, which expires on February 28, 2015. The ICR also requests categorizing the form as a common form, meaning HHS will only request approval for its own use of the form rather than aggregating the burden estimate across all Federal Agencies as was done for previous actions on this OMB control number. Prior to submitting that ICR to OMB, EGOV seeks comments from the public regarding the burden estimate, below, or any other aspect of the ICR.

**DATES:** The 60-day Comment Period closed on January 5, 2015. No comments were received. Comments on the ICR must be received on or before **[INSERT DATE 30 DAYS AFTER DATE OF PUBLICATION IN THE FEDERAL REGISTER]**.

**ADDRESSES:** Submit your comments to [ed.calimag@hhs.gov](mailto:ed.calimag@hhs.gov) or (202) 690-7569.

**FOR FURTHER INFORMATION CONTACT:** Information Collection Clearance staff, [Information.CollectionClearance@hhs.gov](mailto:Information.CollectionClearance@hhs.gov) or (202) 690-6162.

**SUPPLEMENTARY INFORMATION:** Form is available upon request.

Information Collection Request Title: SF-425 Federal Financial Report

Abstract: The SF-425 Federal Financial Report is used by persons who request or receive a Federal contract, grant, cooperative agreements, loan or a Federal commitment to insure or guarantee a loan for financial reporting to the awarding agency.

Need and Proposed Use of the Information: The SF-425 Federal Financial Report is used by persons who request or receive a Federal contract, grant, cooperative agreements, loan or a Federal commitment to insure or guarantee a loan. The Federal awarding agencies and OMB use information reported on this form for general management of the Federal assistance awards programs

Likely Respondents: Federal grant award recipients

Burden Statement: Burden in this context means the time expended by persons to generate, maintain, retain, disclose or provide the information requested. This includes the time needed to review instructions, to develop, acquire, install and utilize technology and systems for the purpose of collecting, validating and verifying information, processing and maintaining information, and disclosing and providing information, to train personnel and to be able to respond to a collection of information, to search data sources, to complete and review the collection of information, and to transmit or otherwise disclose the information. The total annual burden hours estimated for this ICR are summarized in the table below.

Total Estimated Annualized Burden - Hours

Form Name	Number of Respondents	Number of Responses per	Average Burden per Response	Total Burden Hours

		Respondent	(in hours)	
	100000	1	1	100000
Total	100000	1	1	100000

Grants.gov specifically requests comments on (1) the necessity and utility of the proposed information collection for the proper performance of the agency's functions, (2) the accuracy of the estimated burden, (3) ways to enhance the quality, utility, and clarity of the information to be collected, and (4) the use of automated collection techniques or other forms of information technology to minimize the information collection burden.

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Information Collection Clearance Officer

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